

# ALTERNATIVE PLAN SUBMITTAL SHEET

School Administrative Unit Submitting Alternative Plan:

- MSAD 57

Contact Information:

Name: Lynda W. Green

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Date Plan Submitted by SAU: June 13, 2008  
Revised July 21, 2008

The intent to submit an alternative plan has been approved by the Commissioner in the approval of the Notice of Intent?

☒ YES

☐ NO

(If NO, please explain.)

## Alternative Plan Cover Sheet

(Please attach Alternative Plan as Exhibit A)

Plan Requirements				
Item	Complete	In Progress	Not Yet Started	Need Assistance <sup>1</sup>
Plan addresses how the SAU will reorganize administrative functions, duties and noninstructional personnel so that projected expenditures of RSU in fiscal 2008-2009 for the following areas will not have an adverse impact on the instructional program.				
system administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
special education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
facilities and maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plan addresses how cost savings will be achieved in fiscal 2008-2009 for the above four areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parameters for Plan Development				
Enrollment meets requirements (2,500 except where circumstances justify an exception)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When viewed in conjunction with surrounding proposed units, may not result in one or more municipalities being denied the option to join an RSU	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Includes at least one publicly supported high school	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistent with policies set forth in section 1451	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No displacement of teachers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No displacement of students	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No closures of schools existing or operating during school year immediately preceding reorganization, except as permitted under section 1512	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collaborative Agreements				
			Yes	No
Does your plan currently include information/documentation on collaborative agreements? (not required, but encouraged)			<input checked="" type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> Please explain what assistance you need to complete this portion of your plan, and state from whom you need assistance, on the next page.



## RESPONSE TO PLAN REQUIREMENTS MAINE SCHOOL ADMINISTRATIVE DISTRICT 57

### MASD #57 ALTERNATE PLAN FOR CONSOLIDATION

Maine School Administrative District #57 has met the criteria to be considered a school unit under the criteria defined in the school reorganization law. P.L. 2007, chapter 240, Part XXXX. The total student population based on the October 1, 2006 indicates that the district is fiscally responsible for 3,633 students. The actual number of students used to calculate the 2008-2009 state subsidy is 3,586.5, which is the calculation used in the adopted budget.

The following is an update of the information provided in the December 2007 submission of our Alternate Plan.

#### SYSTEM ADMINISTRATION

The EPS allocation for Central Administration per the 4/08 preliminary worksheet is \$731,646. The budget amount for SAD57 is \$683,354. The actual expenditures for MSAD #57 system administration have historically been significantly below the EPS allocation. In a comparison of allocation vs. actual budget, there are numerous areas in which the allocation was significantly less than the budgeted amount; it can be assumed that the difference in system administration was used to balance areas such as transportation, special education, and co/extra curricular. The central administration budget represents 2% of the total budget.

Based on the model for districts with 3,500 students, the distribution for 2008-2009 is as follows:

<b>School Board</b>	
Salary/benefits	\$20,100
Purchased Services	\$78,500
Supplies	\$1,000
Other	\$15,500
<b>Total</b>	<b>\$115,150</b>
<b>Superintendent Office</b>	
Salary/benefits	\$232,103
Purchased Services	\$9,600
Supplies	\$2,300
Other	\$23,000
<b>Total</b>	<b>\$269,003</b>
<b>Central Services</b>	
Salary/benefits	\$279,671
Purchased Services	\$9,600

Supplies	\$7,000
Other	\$2,040
<b>Total</b>	<b>\$301,201</b>
<b>Total for Central Administration</b>	<b>\$683,354</b>

<b>Position</b>	<b>Employee FTE's</b>
Superintendent	1
Business Manager	1
Payroll/Bkkpr/Acct	3
Admin Asst/Secretary	2
<b>Total Employees</b>	<b>7</b>

While not specifically charged to central administration, MSAD #57 has worked diligently to control administrative costs in the district. We currently share a Food Services Director with MSAD #60. Our Adult Education Director has established preliminary contact to explore sharing the position with an adjacent district. Our operating costs for the Central Administration budget reflect actual need based on a comparison with expenditures from previous years.

## **TRANSPORTATION**

The EPS allocation for transportation for the 2008-2009 school year is \$1,865,784.96. The actual budget amount is \$2,382,470, a decrease of \$24,078 from the 2007-2008 school year. An audit of all expenditures was conducted in developing the budget and resulted in a significant decrease. However, the fuel account was increased twice during the process and still falls short of possible costs for next year. The bid for diesel last year was \$2.39; the proposals this year have been at least double that amount. The transportation total also includes lease payments for 4 new buses; the total included in the budget is \$195,629 principal and \$13,660 for interest.

MSAD #57 has utilized Versitrans software for routing for the past four years. The maintenance package was purchased and training provided to establish a schedule and to monitor repairs on each bus. The Transportation Committee of the School Board has reviewed the policies and analyzed the costs involved in practices such as allowing drivers to take buses home and requests for additional stops. Board members travel to sites to determine the safety issues and have taken a firm stand on many difficult requests to adjust. After significant analysis of the costs involved in buses, which travel from homes rather than the bus garage, the district saved more than \$8,000 by mandating that buses be housed at the transportation garage. The position of Transportation Coordinator was vacated this year, and the district has created an interim shared position with existing staff as a cost saving measure. Additional savings have been realized by working collaboratively with Sanford in transporting vocational students to Noble High School as well as transporting small athletic teams. Field trips will no longer be subsidized by the

district and charges for the use of buses by the parks and recreation departments will reflect the actual costs of operating the buses.

Additional plans to reduce our transportation budget include investigating the installation of a waste oil heater for the transportation garage, continued collaboration with other districts on the fuel bid and shared transportation, and shared services with our communities. In a rural district, it is difficult to reduce mileage due to the nature of the six towns and the safety of our students or after school transportation that frequently provides the students with the only opportunity to participate in sports or after school activities. The Finance Committee adopted a five-year plan to maintain the fleet by purchasing four buses annually, which would have little impact on the budget as an equal number would be paid off at the end of each year.

### **SPECIAL EDUCATION**

The EPS allocation for Special Education for the 2008-2009 school year is \$3,388,188. The actual budget for the special education program is \$4,913,445 or an increase of 3.41%.

Every effort has been made to reduce special education costs without a negative impact on the children and remaining in compliance with the law. The district has seen a reduction in identified children through the efforts of the director and staff to insure appropriate identification procedures. At the school level, the district has supported the Student Assistance Team model, literacy interventions focused on the primary grades, and will develop an RTI model to insure appropriate services for children. We are confident that these measures will continue to reduce the number of children in need of identification. This does not address the steady increase of children with significant handicapping conditions such as autism and Asperger's syndrome. While we have decreased the number of children assigned to special education, the needs of those who are identified represent significant costs to the district. MSAD#57 currently has 446 children identified by IEP and 154 with 504 plans. There are only 9 students placed out of district, as it has been found that our efforts to provide appropriate services within the district is in the best interest of the student. This also means providing at times extensive support services at significant costs.

The district will continue to seek opportunities to collaborate with Sanford and to explore the establishment of multi-district collaboratives to reduce costs. Our special education program, as well as our instructional program, has remained static in developing new programs as we struggle to fund our programs at the same level each year. The special education budget was built based on student needs.

### **MAINTENANCE AND OPERATIONS**

The maintenance budget for 2008-2009 is \$3,917,378 or a 6.08% decrease; the EPS allocation is \$3,559,914.

While the funding has remained the same, the district has absorbed the costs of opening a new school including the additional maintenance staff and supplies. In planning the 2008-2009 budget, the district also faced the challenge of increased oil prices that will certainly exceed this year's per gallon cost of \$2.19. The current budgeted amount certainly reflects significant reductions and cost saving measures, but in order to account for the energy crisis, an additional \$130,000 was added; our concern certainly is the seemingly uncontrolled escalation of costs that could have significant impact on our schools next year

The district has been a member of an 11 district collaborative in purchase of custodial and cleaning supplies. The budget development process reflected actual costs from the prior year as well as defined equipment needs. The School Board adopted a 5-year capital improvement plan that was reduced by \$250,000 this year, which specifies the needed maintenance on the buildings to insure the integrity of our most valuable asset. We continue to engage in collaborative efforts with Sanford to obtain the best prices for oil and supplies.

#### ***STATEMENT OF NO ADVERSE IMPACT ON INSTRUCTIONAL PROGRAM***

In developing the district budget for the 2008-2009 school year, the finance committee and school board established the priority to protect the classroom. All budget development and reductions focused on this goal. Reductions were made in areas that had the least impact on the children as we attempted to minimize the tax impact on our communities. We believe that we were successful in our efforts for the next school year yet remain concerned about the possible impact of the escalating cost of fuel.

To the best of my knowledge, the projected expenditures in FY2008-2009 for system administration, transportation, special education, and facilities and maintenance will not have an adverse impact on the instructional program.



JOHN ELIAS BALDACCI

GOVERNOR

STATE OF MAINE  
DEPARTMENT OF EDUCATION  
23 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0023

SUSAN A. GENDRON

COMMISSIONER

June 20, 2008

Lynda Green, Superintendent  
MSAD 57  
86 West Road  
Waterboro, ME 04087

Dear Superintendent Green:

Thank you for the revised Alternative Plan that you submitted on behalf of MSAD 57 on June 13, 2008 for Department review for compliance with the school reorganization law, P.L. 2007, chapter 240, Part XXXX.

I recognize how much time, effort and thoughtful work is required to complete an alternative plan and appreciate the efforts made, to date, by all those involved.

Members of my staff and I have reviewed the submission and offer the comments and notes listed below to assist you in completing the plan. If you make any substantive change(s) to any part of the plan beyond those listed below, please be sure to note those on the Updated Alternative Plan Cover Sheet Checklist, along with notation of those items that have changed per the notes contained in this response.

**General Documentation (Submittal Sheet)**

- All information submitted as required.

**Checklist/Plan Text Items****Items Checked "Complete"**

With respect to the items you checked as "complete", please note the following:

***\* Required Items***

Please clarify the language in the "Statement of No Adverse Impact on Instructional Program".



If you have questions as you move forward, I encourage you to contact Ray Poulin or Norm Higgins of our Reorganization Team for more information. They may be reached at 624-6802.

Sincerely,

*Susan A. Gendron*

Susan A. Gendron  
Commissioner of Education